

Have you ever been working and noticed your back starts to hurt, or your hands are stiff and tired? Usually these aches are ignored as part of work. But, left unchecked, these minor annoyances can become serious, even debilitating ailments, such as carpal tunnel. Fortunately these injuries can be avoided and risks reduced by making some simple changes to your workstation.

Adjust the chair

People spend more time sitting during the day than they do sleeping at night, so it is important that the chair is comfortable and provides support. When sitting, feet should be supported on the floor or on a footrest. Feet should be raised to support the hips slightly above the knees, the backrest should be raised or lowered to provide support at approximately belt level, and the elbows should be lowered to allow free arm movement.

Adjust keyboard and mouse position

The keyboard should be raised or lowered to approximately elbow level so that wrists are straight while typing. Tilting the keyboard tray slightly can help promote a straight wrist position. The mouse should be at the same level as the keyboard and moved close to the keyboard to help decrease reaching movement.

Raise or lower the monitor

The monitor should be a comfortable distance so the characters can be seen easily; approximately arms length from the user. The height of the monitor should be adjusted to allow the user to see the screen without looking up or down. Mini flat screen monitors are adjustable; however, a ream of paper makes a great riser if the monitor is not adjustable!

Take micro-breaks

The body is built to move, not to sit. Sitting in the same position for long periods of time can cause fatigue and stiffness. Taking short breaks, standing up, rolling your shoulders or tapping your toes can help decrease fatigue and stiffness.

Site Solutions' Physical and Occupational Therapists specialize in office ergonomics and training programs. To learn how Site Solutions can help you or your coworkers work more comfortably, please visit our website or call us!